

CORFE CASTLE PARISH COUNCIL

Minutes of a parish council meeting of Corfe Castle Parish Council held on Monday 10th November 2025 in the village hall. The meeting commenced at 7.00pm

PRESENT:

Cllr **Clarke** (Vice-Chairman), Cllr **Dru Drury** (Chairman), Cllr **Humphries**, Cllr **Kirkwood**, Cllr **Lermit**, Cllr **Marshallsay**, Cllr **Rowell**, & Cllr **Spicer-Short**

ALSO IN ATTENDANCE:

Cllr **Wilson** (Dorset Council), James **Gould** & Tom **Clarke** (National Trust), & Michelle **Harrington** (Clerk)

ABSENT:

Cllr **Blinkhorn**, Cllr **Roberts** & Cllr **Sumbler**.

PUBLIC SESSION

One member of public was present.

One member wished to note that as a parish we used to have two Community Speed Watch teams, but now we have one team with dwindling volunteer numbers. Councillors thanked the team for the valuable work they were doing.

RESOLVED / ACTION: – Clerk to ask the Corfe Castle Community Facebook page administrator to put out a request for volunteers to join the Community Speed Watch group.

1125-70 APOLOGIES FOR ABSENCE (LOCAL GOVERNMENT ACT(LGA) 1972 S85 (1))

Apologies have been received from Cllr Blinkhorn due to illness, Cllr Roberts for personal reasons & Cllr Sumbler for work reasons and accepted by all.

1125-71 DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

Cllr Clarke noted he had a non-pecuniary interest in item 1125-79a1 as a Trustee of the Sports Trust. No further declaration was made. NB this does not preclude any later declarations.

1125-72 PREVIOUS MEETING MINUTES

The minutes from the full council meeting held on Monday 13th October 2025 were approved and signed as a correct record the meeting. (LGA 1972, SCHEDULE 12, PARA 41(1))

Proposed Cllr Dru Drury

Seconded Cllr Spicer-Short

RESOLVED – The minutes from the full council meeting held on Monday 13th October 2025 were approved and signed as a correct record of the meeting.

1125-73 DORSET COUNCILLOR'S REPORT

A report was submitted before the meeting, but after the agenda was published, this was noted. See Appendix A for full details.

1125-74 NATIONAL TRUST REPORT

- a. A verbal report was received from the Corfe Castle Operations Manager in relation to Castle matters.
- b. A verbal report was received from the Senior Volunteering and Community Manager regarding Purbeck goes Wild 2026 and how local young people were getting involved in learning about the unique ecology of Purbeck. Councillors thanked the Trust for what they were doing.

1125-75 CLERKS REPORT TO INCLUDE:

a Action Log

The clerk submitted a written report before the meeting, detailing the updates on any matters arising from the previous minutes plus actions taken from the last meeting, this was noted. – See Appendix B for full details

b Financial Matters

The clerk submitted an updated expenditure and income list before the meeting. See Appendix C for full details.

1. Bank Balance as of 27th October 2025

00289201 – Lloyds	£9,499.06	00162368 – Lloyds	£50,566.98
80031534 – Redwood	£68,039.44	Equals Money	£250.99
Total	£128,356.47		

- [illegible]

iii. Fire risk – Clear zone

RESOLVED/ ACTION: The caretaker is to clear overgrowth within 1 metre around the shed.

iv. Topple Testing – Frequency

RESOLVED/ ACTION: To continue with annual inspections.

e. 011 - Permit Holder Car Park

i. Uneven Light – Illuminate entire car park.

RESOLVED / ACTION: No additional lighting will be installed in order to comply with dark sky principles.

ii. Walkways – Signage

RESOLVED/ ACTION: Replace old signs with new signage stating: “Residents Car Permit area only. The Parish Council accepts no liability for any damage, loss, or injury to vehicles, pedestrians, or anyone passing through. Entry and use of this area is at your own risk.

iii. Potholes It was noted the Clerk monitors frequently and will add an agenda item for levelling work as and when required.

f. 012 – Shelters

i. Structure Failure - Perspex

RESOLVED / ACTION: As the shelter is not in use, the Perspex will not be replaced.

g. 013 – Noticeboards

No further actions to be taken.

h. 014 - DSE Self-Assessment

No further actions to be taken.

2. To discuss and adopt the proposed Policies.

a. Disciplinary Policy.

b. Grievance Policy.

b. Employment Policy.

c. Health and Safety Policy.

d. Standing Orders

Proposed Cllr Marshallsay

Seconded Cllr Spicer-Short

RESOLVED / ACTION: To adopt the Disciplinary Policy, Grievance Policy, Employment Policy, Health and Safety Policy and Standing Orders as submitted. Clerk to publish on the website.

e **Caretakers Report**

Before the meeting a list of works the caretaker has undertaken this month was submitted. This was noted.

1125-76 MEMORANDUM OF UNDERSTANDING – YOUTH CLUB

A draft 2026-27 Memorandum of Understanding was submitted before the meeting and was discussed.

Proposed Cllr Humphres

Seconded Cllr Rowells

RESOLVED / ACTION: To remove the sentence which states CCPC may consider further financial aid. Clerk to liaise with the Purbeck Youth & Community Foundation.

1125-77 COMMUNITY EMERGENCY RESPONSE PLAN

This item was postponed as Cllr Blinkhorn was unable to attend the meeting.

ACTION: Clerk to add Community Emergency Response Plan to the December meeting agenda.

1125-78 2026-27 BUDGET

No projects were raised by Councillors for consideration as part of the budget.

A motion was received before the meeting from Cllr S Clarke. “Corfe Castle Parish Council align cemetery prices with Swanage Town Council.”

Proposed Cllr Clarke

Seconded Cllr Kirkwood

RESOLVED / ACTION: Corfe Castle Parish Council align all cemetery fees with Swanage. Noting the removal of the Associated fees section. Implementation to take place from April 2026

1125-79 PLANNING AND LICENSING MATTERS

a Planning Working Group – Planning Applications

The planning working group submitted a written report before the meeting detailing applications with recommendations.

1. Application No: P/FUL/2025/06049
Location: Corfe Castle Sports Field Hollands Close Corfe Castle BH20 5HE
Proposal: Erection of outdoor gym equipment and new gate in existing fence enclosure
Comment: No objection.
It was noted the comment due date was before the meeting so the comment will be submitted via email, if the decision is still depending.
2. Application No: P/LBC/2025/06169 & P/FUL/2025/06168
Location: 42 East Street Corfe Castle BH20 5EQ
Proposal: Removal of temporary hoarding to footpath, remove remaining sections of existing failed retaining wall, construct new blockwork diaphragm wall clad with reused stone flags.
Comment: As the property lies within a conservation area and the internal side of the wall is visible to passers-by, the Parish Council wishes to record its objection to the application and requests that both sides of the wall be faced with Purbeck Stone, not just the external face.
It was noted the comment due date was before the meeting so the comment will be submitted via email, if the decision is still depending.
3. Application No: P/HOU/2025/06048
Location: Applecross Colletts Close Corfe Castle BH20 5HG
Proposal: Replacement of an existing shed with a Malvern Hopton Summerhouse
Comment: Corfe Castle Parish Council has no objection: This appears to be a re-siting of the proposed summerhouse. Previously it was on the boundary with the adjacent property, replacing an existing shed, but it now appears that they want to put it in the corner of the plot. This is arguably a better location for it.
4. Application No: P/CSC/2025/06385
Location: Norden Farm, Norden, Wareham, Dorset, BH20 5DS
Proposal: Opportunity to comment on Caravan and Motorhome Club application to create 5 van Certificated Location
Comment: Sent to Corfe Castle PC as information only.

b. Treeworks Application

1. Application No: P/TRC/2025/06059
Location: 4 South Street Kingston BH20 5LL
Proposal: T1 Ash - 3 x main lower branches going over into the field. Cut silent bud area or suitable re growth around 6ft away from main stem wood shown in blue. Remove major dead wood from the crown. Slight crown raise for the rest of the tree to match the left side marked in orange. S1 Bay - 2m off the top and trim side neat and compact. G1 - Clear overgrown area of self-seeded small trees and shrubs.
Comment: No objection.
It was noted the comment due date was before the meeting so the comment will be submitted via email, if the decision is still depending.

Proposed Cllr Spicer-Short

Seconded Cllr Kirkwood

RESOLVED / ACTION: Clerk to submit the comments as approved above.

1125-80 CORRESPONSE

a. St Georges Day Parade – Scouts – Car Park Use

Correspondence was received before the meeting requesting free use of the West Street Car Park was received before the meeting, this was discussed.

RESOLVED / ACTION: Clerk to apply to Dorset Council for a free parking day on Sunday 26th April 2026.

b. Lack of School Awareness Signage

Correspondence was received before the meeting, noting the lack of School Awareness signage by the school.

RESOLVED / ACTION: Clerk to write to Dorset Council and request the current signage which makes drivers aware of a crossing ahead, be changed to include the word "School or Children".

1125-81 FESTIVAL TRAFFIC

To discuss the response from Dorset Council in respect of Festival Traffic See Minutes reference 0925-49 for further detail.

RESOLVED / ACTION: Clerk to write to Dorset Council to reiterate and clarify CCPC concerns about the ongoing impact on the local community.

1125-82 PAVEMENT ISSUE

A motion was received before the meeting from Cllr Humphries "Corfe Castle Parish Council contact Dorset Council to explore the possibility of separation bollards to make clear where parking ends and where the pavement starts, and at the same time, suggest CCPC write to the homeowners along that section of pavement asking they respect the rights of pedestrians and allow safe passage by parking their cars appropriately"

Proposed Cllr Humphries

Seconded Cllr Spicer-Short

RESOLVED / ACTION: Clerk to draft and send a letter to homeowners in the immediate area requesting that they park with due care, ensure the pavement is kept clear for pedestrians (including wheelchair users), and avoid overhanging the paved area with any part of their vehicle, including bike racks. The letter should emphasise that this is a goodwill measure to avoid involvement of Dorset Council, who may otherwise prohibit parking entirely, and to help retain parking availability for residents.

1125-83 FORTH COMING MEETINGS

- a. To note Cllr's / Clerks attendance at forthcoming external meetings
12th November – Cllr Lermitt – PTAG AGM
20th November – Clerk – DAPTC Town and Larger Parish Council.
26th November – Clerk – Swanage Town & Community Partnership Steering Group.
No further meetings were noted.
- b. To note feedback after attending recent external meetings.
1. A Fresh Start – **ACTION:** Clerk to add to December agenda, as a specific agenda item.
 2. CCCLT Board Meeting – **ACTION:** Clerk to add to December agenda under reports from working groups.
 3. Targeted Youth Work – **ACTION:** Clerk to add to December agenda under reports from working groups.

1125-84 REPORTS FROM WORKING GROUPS OR FROM ATTENDING EXTERNAL MEETINGS.

- a. To receive any working group reports since the publication of the agenda.
No reports were noted.

The meeting ended at 21:09

Appendix A – Dorset Council Report

Local Matters

Sandbanks Ferry Inquiry

Inquiry report released on Thursday 6th November. Summary of outcomes:

Key Headlines from the Decision Notice and Inspector's Report

Order Approved with Modifications

The Secretary of State has agreed to make the Toll Revision Order with modifications, following the Inspector's recommendation.

The road toll proposal has been rejected at this stage due to unresolved operational concerns.

Ferry toll increases have been reduced from the proposed £1.75 to £1.18 for pedestrians, cyclists, and motorcyclists.

Bulk ticket for pedestrians and cyclists discounts from the 2021 Order will be maintained, offering 10% for 50 tickets and 15% for 100 tickets.

Discounts on bulk tickets for cars will reduce over time as per the order.

Areas Where the Inspector Agreed with the Consortium

1. Discounts and Fare Increases

The Inspector acknowledged that the proposed 75% increase for active travel modes (pedestrians, cyclists) was excessive and contrary to sustainability and transport policy goals.

He recommended reducing the proposed tolls and retaining existing discounts for cycle and foot passengers, aligning with the Consortium's concerns about affordability and equity.

2. Road Toll Reintroduction

The Inspector found that the road toll lacked sufficient operational clarity, including how it would interact with existing traffic regulation orders and local infrastructure.

He agreed with the Consortium that implementation issues and exemptions (e.g., postcode boundaries) were not adequately resolved.

As a result, the road toll was excluded from the final Order, a direct benefit to local communities.

3. Policy Alignment

The Inspector agreed that the proposals conflicted with local and national policies on sustainability, active travel, and public transport.

He emphasized the need for the Ferry Company to work with local partners, including bus operators and councils, to address concerns raised during the Inquiry.

Purbeck Park - Corfe Footpath

Update deferred to December meeting due to delay in legal discussions with Wessex Water

Dorset matters

Minerals and Waste Plan Consultation - closes 25th November.

As this is the beginning of the process of reviewing and updating Dorset's mineral and waste plans, the consultation paper is high-level and does not contain any policies or proposed site allocations. It does contain an early draft of a Vision and Objectives for the emerging Minerals and Waste Plan, for comment.

Expiry of 5-year Housing Land Supply

Dorset Council's 5-year housing land supply expired as at 31st October 2025 as DC can no longer evidence that there is sufficient land to supply the increased housing targets (3,246 per year) set by central government. Dorset's HLS is now 2.53 years.

The implications of this that greater weight in planning decisions will be given to housing delivery and less weight to Local Plan policies. Speculative applications will therefore have a greater chance of success unless there are strong reasons for refusal (need clear evidence of harm that cannot be mitigated)

Purbeck Local Plan does not weight as the housing supply within the PLP falls significantly short of the government targets. Elsewhere Neighbourhood plans retain weight if signed off in the last 5 years and can evidence that they meet housing needs.

Protections of Dorset National Landscape and SSSI designations remain unchanged.

'Wessex' Strategic Authority (Devolution)

Discussions with devolution partners - Somerset, Wiltshire, BCP - continue but there is currently a great Central Government focus on Local Government Reform (that Dorset underwent in 2019)

English Devolution and Community Empowerment Bill (to be published in November 2025) outlines Devolution framework, further government reform and changes to local communities' ability to purchase assets through a Community Right to Buy (in line with DAPTC 'Fresh Start' initiative)

Initial analysis suggests devolution could deliver an additional £16 billion to Wessex (e.g. transport capital spending) in its first 30 years.

Wessex Partnership expects inclusion in the next wave of devolution deals with an expected mayoral election in 2028.

Appendix B - Action Log

1025-62 a	Clerk	Festival Traffic	Clerk to add a draft response to Dorset Council in respect of festival traffic to November agenda.	Added	Complete
1025-62 b2	Clerk	Monthly payment	Clerk to process payments.	14-10-25 Processed	Complete
1025-62 d	Clerk	Policies	Clerk to publish the Grant Award Policy. Clerk to add the West Street Toilet Block Risk Assessment to the following month.	14-10-25 Published	Complete
1025-62 e	Clerk	DAPTC	Corfe Castle Parish Council agree with scenario two "We see potential in double devolution but need more clarity and support to assess what's right for our community. Let's explore this together before making commitments." Clerk to submit comment	14-10-25 Processed	Complete
1025-64	Clerk	Planning	Clerk to submit planning & treework application comment as per recommendations.	14-10-25 Processed	Complete
1025-65 a	Clerk	MOU	Clerk to add MOU to January agenda. Clerk to sign 2025-26 MOU and return, noting that the Parish Council will review continuing support in January for September 2026 onwards. It was noted the Parish Council appreciate the provision given from this service.	16-10-25 email sent	Complete
1025-65 b	Clerk	White Lining	Corfe Castle Parish Council understand, the applicant has spoken with their neighbours and have their full backing to add these lines. The Council therefore supports the addition of courtesy lines on the opposite side of the road. Cost to be covered by the applicant. Clerk to email Highways	14-10-25 email sent	Complete
1025-65 c	Clerk	Street Lighting	Clerk to investigate ownership of the light in Hollands Close and report back.	14-10-25 email sent to Alex Clothier, Dorset Council, Innovation Park Business Manager asking re streetlight and also hollands close overgrown hedge at back of property. 06-11-25 Email received "I have sent this repair to the helpdesk for actioning."	On-going
1025-66 b2	Clerk	Corfe Common Access	Clerk to contact Dorset Council and the National Trust and ask they clear the ditch which runs down the side of Kingston Hill in this area, so that water can flow into the holding pond location nearby, instead of gathering at the lowest point near the current gate and boardwalk.	21-10-25 Added to DC Portal	On-going
1025-67	Clerk	Gods Acre	Corfe Castle Parish Council approve Contractor 1 TS Lee to form a reflection garden and ashes scattering area in the new extension of Gods Acre. Cost estimated £4,100. Clerk to inform contractor. Clerk to contact local quarry to chase seating / memorial stones.	16-10-25 Contractor informed	On-going

0925-45	Clerk	Hoarding / Walkway between East Street and the playpark.	Clerk to chase the National Trust for an update on the wall repair by Why Jewellers.	11-09-25 email sent although representative is on holiday. 20-09-25 email received from James although info from third party "As an update on the East St wall, I popped into Corfe on my way back from Studland on Monday and fortuitously met the tenant of Chapel Cottage, <u>redacted</u> from the Chapel. We had a good chat about maintaining access during the works given we will need to close the footpath. I also now have a preliminary design from the structural engineer and now just waiting on a few amendments. Next step will be to put in a Listed Building Application and at the same time tender the works. I am still hopeful for first quarter 2026 start of works pending decisions on the LBC and application to close the footpath. It is likely that the works will take at least a week, maybe more, and that the pathway will be closed to the public during this time. Graham will organise all of this with Dorset Council and when I have an update, I can share this to the CCPC and general public through our usual channels. " 29-09-25 email received "I recently become involved in a project in Corfe to take forward the rebuilding of the retaining wall to the boundary of this property. Currently hoarding has been erected to ensure safe use of the adjacent footpath. I have made a Listed Building Consent application and will be seeking tenders for the works shortly. There are issues around accessing the work area and the provision of welfare facilities for the contractor that I hope you might be able to assist me with, please. We are looking to provided access off of Springfield Gardens across the park but clearly would need permission to do so. Would the park be owned by the Parish Council? We are also looking to locate some welfare for the contractor which may simply take the form of a Portaloo. We would ideally want to locate this on the grassed area between the play park and the rear boundary of nr 42 but would also need permission to do so. If the land is under the control of the Council please can you consider these requests	on-going
---------	-------	--	--	---	----------

				please. I anticipate that we will be in a position to commence works during Q1 2026. For information we will also be seeking a permit to close the path during the course of the works which I would anticipate taking approximately 3 to 4 weeks." 29-09-25 email response sent to above. Stating permission would be granted for access across the field, however precautions needed to be taken to protect the ground. Also stating location of local public toilets and NT toilets. 30-09-25 "email received "Many thanks, Michelle, for your swift response. Your comments regarding access are noted and I will write the need for protection and any making good into my specification. I will also exclude the use of land for contractors' welfare and direct them to the public facilities. I will get back in touch when we have our contractor on board and a start date set. I will be holding a pre-start meeting to discuss all aspects of the works and so will ensure you are invited and have the ability to contribute. In the meantime, thank you again for getting back to me."	
0925-46c1.2	Councillors	Safety Barriers	Councillors to investigate playpark safety barriers.	16-10-25 Email sent to Councillors asking if any barriers located. 10-11-25 Noted 4 barriers located along with several cones of various sizes.	Complete
0725-31 0425-147	Clerk	Pavements	14-07-25 Clerk to add Swanworth S106 Pavement item to September agenda. 14-04-25 Clerk to invite Cllr Wilson, Dorset Council Highways rep and Dorset Council senior technical officer to meet with CCPC Pavements working group.	28-04-25 Email sent asking for suitable days and times for all parties included in the email 30-04-25 meeting set for 8th May 9am GP room in the VH 23-07-25 Call with Glenn Hanham, noting costing for DC to carry out work to lay pavement will be sent later in the day (since receive). Meeting with Glenn 12th August 8am, to speak about a possible re-design of pavement, so DC maybe able to create a pull in area to encourage vehicles not to drive onto the pavement. Also then suggested Corfe investigate stone dragons' teeth (bollard) for the stretch of pavement. This way we pay once for a pavement! DC is not convinced a change in foundations would stop any stones from cracking. 08-09-25 Added to September agenda	On-going
0725-38	Clerk	Access to Corfe Common by Townsend Mead	Clerk to write to the National Trust to ask for access to the common from Townsend Mead could be improved.	23-07-25 Invite from Mark Singleton to meet on site, to discuss date to be confirmed but looking at end of September. 28-07-25 Date set for 22nd September to meet Mark In situ. 14-10-25 notes from meeting added to October agenda. Clerk to contact DC & NT in respect of clearing the ditch that runs along Kingston Hill as it is believed if this were clear the water level would be lower.	On-going

0725-39 a 0425-146 1224-85 a2 1124-79	Clerk	Community Transport Grant	11-11-25 Clerk to investigate grant availability for a shuttle bus service and report back. 23-07-25 The Clerk invite representatives from Worth Matravers Parish Council, Langton Matravers Parish Council, Swanage Town Council, Purbeck Transport Action Group and Swanage Town & Community Partnership to attend an initial meeting to explore the possibility of forming a collaborative partnership project to enhance community transport provision along the A351 corridor.	9-12-24 On December agenda 12-12-24 Submitted 14-04-25 Clerk to contact the community Transport Grant organiser and explain that initially we had hoped to trail a service in 2025, due to the delay it is not possible to have a service in place this year. Therefore, request the application be allowed to be changed to have a trial service starting Easter 2026. Cllr Sumbler to head up a working group to discuss next steps and report back to Council 12-05-25 Email from Community Transport " I have now spoken with my manager and the grants officer who said that this will be fine and I will put a note on your file to amend the start date. " 14-07-25 Clerk to John (Lyme Regis Town Clerk) as last year he introduced a community bus scheme. John has offered to host a meeting in Lyme Regis to discuss pitfalls, and positives 23-07-25 Clerk emailed WG to invite to LRTC. MR responded wish to attend 22-08-25 Meeting held with Langton Matravers, Worth Matravers, Corfe Castle PC's and PTAG. Swanage TC sent apologise due to illness. PTAG to send out revised Transport Requirement Survey. Feedback from Survey to be used to form feasibility Study. 17-09-25 phone Conversation with Jeff ????? (Helping Tim Christian) general talk about how they are happy to help us with our project.	On-going
0525-10fii	Clerk	Grounds works - Playpark Bench	Clerk to purchase topsoil and turf in late Summer (October) if required (look to use soil from Gods Acre spoil first). Caretaker to repair ground level around bench foundations in the play park.	17-05-25 Email sent to inform caretaker	On-going
0425-147	Clerk	Environment Group - Tree Planting	Clerk to work through points 1 - 7 of report.		On-going
			Planting at the tree sites is progressed as per the attached schedule.		On-going
			The Clerk / Cllr Sumbler investigate the best prices for the "feather" size trees, based on the indicative tree type / species in the attached schedule, subject to agreement with NT on the species of tree for sites 4, 5 and 6 (request for native species vs the need to minimise impact on the views to / from the play area).	30-04-25 Quote requested from Contractor 1 ACER RUBRUM 12 LTR 1 52.00 52.00 10.40 T1, CARPINUS BETULUS 7.5 LTR1+3 175-200cm 2 22.50 45.00 9.00 T1, CRATAEGUS MONOGYNA 20 LTR 2 20.00 40.00 8.00 T1, FAGUS SYLVATICA 7.5 LTR 1 20.00 20.00 4.00 T1, ILEX AQUIFOLIUM 7.5 LTR 1 19.50 19.50 3.90 T1, MALUS EVERESTE 12 LTR 2 46.00 92.00 0.00 T0, PRUNUS PADUS 7.5 LTR 2 23.50 47.00 9.40 T1, , ROSA CANINA 5LTR 1 9.60 9.60 1.92 T1, SALIX CINEREA 5 LTR 60-100cm 1 16.00 16.00 3.20 T1, SORBUS AUCUPARIA 7.5 LTR 200-250cm 2 27.00 54.00 10.80 T1 TREE STAKE 1.2m x50mm 15 2.75 41.25 8.25 T1, TREE TIE 60cm 15 1.35 20.25 4.05 T1 Contractor 2 £120.45 (not inc Acer Rubrum, box bush or Bird Cherry as out of stock or stakes, ties, guards, mulch matting and pegs.)	On-going

			The Clerk / Cllr Sumbler investigate the best prices for associated planting accessories such as stakes, ties, guards, mulch matting and pegs.		On-going
			The Clerk purchases the trees and planting accessories from the Environment Group funds, up to a total of £2,000.		On-going
			Delivery to be arranged in time to be planted in mid-November 2025.		On-going
			The hedge in the play area is surveyed, and any dead plants are replaced with similar native species, with planting to take place in the Autumn / winter 25-26 planting season.		On-going
			20 hours extra be allocated of Parish Caretaker's time for ongoing tree maintenance and aftercare, with costs re-allocated from EG reserves each year.)		On-going
1024-59	Clerk	NT Homes in Perpetuity	Clerk to ask the National Trust how many homes they own within the parish are in perpetuity to the National Trust and report back to Council.	24-10-24 Email sent to James and Tracey 12-11-24 Email from Tracey stating that there is a review taking place and once this review is finished, she will be able to state the number of homes in perpetuity but not before.	On-going
0125-102 0724-36a1, 0424-125e 0623-24e & 0923-54h1	Clerk - Cllr Spicer-Short	Establishing & Managing Gardens of Remembrance Training	Clerk to book and attend the ICCM Establishing & Managing Gardens of Remembrance training. 12-06-24 clerk to obtain quotes for landscaping 8-04-24 Clerk to contact a local horticultural College (Landscaping department) to discuss an opportunity for their students. Students to be invited to submit a design and quote to carry out the works up to £5,000 + VAT. If a design is chosen, the students) could oversee the project installation and be credited with the design.	Course Complete Dec 23 June 24 Emails sent to multiply contractors, 1 response with design and quote, 1 response with quote to design. 10-4-24 Email Sent to Kingston Maurward College 16-4-24 Email stating unable to help through college, however happy for students to undertaken, and happy to promote to students 06-05-24 two contractors contacted to level and grass seed the area. Contractor 1 to spray existing grass, level and re-seed with a high-quality seed, £3,780 (Ex VAT) Contractor 2 cultivation and seeding work. To carry out cultivation, levelling and grass seeding of the new memorial garden area. £2,083.56 08-07-24 Clerk to contact Caretaker and grave digger to arrange levelling with spoil and Lowther to ensure the area is cut alongside the rest of the cemetery. 12-12-24 Add to Jan agenda given 2 enquires for scattering this month! Jan 25 (Cllr Spicer-Short to speak to the gardening club to ask their advice on which shrubs / flowers would be best to plant given the potassium rich environment, and if they would be available to create the shrub / flower border. Clerk to look at costs for a memorial stone and benches and report back to Council) Update - Professional advice flower beds will not work. Too labour intensive, recommendation more blossom trees and or wildflower meadow. - Get some native trees. 10-02-25 Clerk to chat / visit Harbour View. 13-03-25 Email sent to Harbour View (info@) asking for visit and meeting	On-going

				17-07-25 Attended Swanworth Quarry Stakeholder event. After event, spoke with Chris, Matt & Simon regarding buying 3 large stones from them to create a memorial seating area in Gods Acre New Extension. Quote to be provided shortly. 14-10-25 Contractor approved to create Reflection Garden	
--	--	--	--	--	--

Appendix C

Expenditure

Date	Net	VAT	Total	Description	Supplier	Bank	Method
07.11.2025	£4.25	£0.00	£4.25	Bank Charge	Lloyds Bank	Lloyds	SO
20.10.2025	£5.59	£0.00	£5.59	Bank Charge	Lloyds Bank	Lloyds	SO
07.11.2025	£52.88	£2.64	£55.52	West Street Toilets - Electricity	E-On	Lloyds	DD
07.11.2025	£42.56	£0.00	£42.56	GA Refuse	Dorset Waste Partnership	Lloyds	
03.11.2025	£0.00	£0.00	£0.00	Phone	Vodafone	Lloyds	DD
03.11.2025	£14.00	£0.00	£14.00	NNDR	Dorset Council	Lloyds	DD
03.11.2025	£631.81	£126.36	£758.17	Cleaning	J D Facilities	Lloyds	
03.11.2025	£437.57	£0.00	£437.57	Caretaker Hours	Tim Lee	Lloyds	
03.11.2025	£2,739.56	£0.00	£2,739.56	Salary	Staff	Lloyds	
	£3,905.44	£129.00	£4,034.44				

Income

Date	Net	VAT	Total	Description	Customer	Bank
31.10.2025	£183.94	£0.00	£183.94	Interest	Redwood Bank	Redwood Bank
16.10.2025	£5.65	£0.00	£5.65	Administration Equipment Usage	Puddletown Area Parish Council	Lloyds
	£189.59	£0.00	£189.59			